

**Middletown Public Library Board of Trustees**

**Minutes of Meeting – January 15, 2013**

**Middletown Public Library**

**700 West Main Road**

**Middletown, Rhode Island**

**Members Present: Paul LaMond, Chair; Steve Arendt, Vice-Chair; Ellrony Williams; Ernest Gibbons; Lucie-Anne Dionne-Thomas; Sally Gauch.**

**Others Present: Theresa Coish, Library Director; Candise Prewitt and Sue Connor.**

**Member Absent: None; however, Barbara VonVillas, Town Council liaison to the library, was absent.**

**--Meeting called to order at 6:05 P.M. by Paul LaMond, Chair.**

**Disposition of Minutes:**

**--Minutes of December 18, 2012 meeting reviewed. Motion to accept: Dionne-Thomas Second: Arendt. Unanimously carried.**

**Open Call by Chair announcing Executive Session pursuant to RIGL 42-46-2, 42-46-4, 42-46-5(a)(1) (personnel matters) and 42-46-5(a)(2)**

**(collective bargaining and/or litigation). Motion to enter Executive Session for stated purposes: Arendt. Second: Lamond. Unanimously carried.**

**Executive session began at 6:07 P.M., ended at 6:46 P.M.**

**Motion to end executive session: Arendt. Second: LaMond. Unanimously carried.**

**Motion to seal executive session minutes: Gauch. Second: Arendt. Unanimously carried.**

**Correspondence received: Thank yous came to Theresa about poetry program and from Marilyn Bellemore who introduced her book, The Night the Music Ended. Thanks also came to Sue Connor from Marilyn Bellemore for helping her set up to speak**

**Director's progress and financial reports on the library: Theresa Coish orally reviewed information provided in her Director's Report. She also reported that 2 computer monitors failed which required her to spend \$800 unexpectedly. The money was moved from contingency fund; Theresa bought 8 monitors, 2 of which replace the 2 broken ones. The 6 others were put into operation before the other older monitors failed.**

**Motion to accept Director's Report: Arendt Second: Dionne-Thomas.  
Unanimously carried.**

**Committee reports:**

**--Budget Committee: No report. However, Paul reported that there was no letter sent to Mr. Boksenbaum about placing a value on in-kind services as had been originally discussed at the December board meeting. Paul had an issue with copying the town solicitor and thought a follow-up letter, with a copy of the original inquiry, from the library director to Mr. Boksenbaum was in order in the first instance. The second letter will ask for a response in 15 days from the date of the letter to allow for timely submission of budget projections to the town and to avoid unfair distribution of funds. There was a lengthy discussion of Capital Improvement Plan (CIP) elements for FY-14. Appropriate staff members will work on documentation for a technological innovations and improvements package for items such as new laptops and large screen TV and monitors for future submission. For the present, as to CIP elements, a motion was made to submit a \$20,000 line item for books and a \$15,000 line item for a public copier/scanner (which generates revenue).**

**Motion made: Arendt Second: Paul Lamond Unanimously carried.**

**--Contract Negotiations: No report.**

**--Director's Evaluation: No report.**

**--Friends Liaison: The next meeting will be held on 16 Jan. One of the members of the Friends suggested a memorial for Norman Hall. The suggestion was naming the meeting room in Mr. Hall's honor. Naming rights for property owned by town rests with the town council. There was discussion on Mr. Hall's contributions to the town not only at the library but also with the historical society and with the open space group. Motion to initiate steps to pursue naming of the meeting room as Norman Hall Meeting Room and empower the library director to make arrangements toward that end: Arendt. Second: Gauch. Unanimously carried. There was a reminder about the Friends' annual meeting and dinner to be held on Friday March 1 at Portofino Restaurant on East Main Road.**

**--Policy Review: Meeting Room Use Policy will be tabled for a month. The library director will forward edits on policy to board members. Draft food and drink policy presented.**

**Motion to accept food and drink policy as drafted: Arendt. Second: Dionne-Thomas. Unanimously carried.**

**Unfinished Business: None**

**New Business: None**

**Public presentation to or discussion with the Board: None**

**Announcements:**

**--The next regularly scheduled Board meeting will take place on Tuesday, February 19, 2012 at 6:00 P.M., at the Library.**

**--Motion to adjourn: Gauch. Second: Dionne-Thomas. Unanimously carried.**

**Meeting adjourned at 8:02 P.M.**

**Respectfully submitted,**

***/s/***

**Lucie-Anne Dionne-Thomas**

**Secretary**